



Request for Proposal | Legislative Tracking Consultant

About LSSC and Our Team

The Local Solutions Support Center (LSSC) is a national hub focused on the misuse of state preemption, documenting its consequences - particularly on Black, Indigenous, and People of Color (BIPOC), LGBTQ people, women, immigrants, and workers in low-wage industries - and devising counter strategies to affirm and strengthen local democracy.

We believe that our democracy should work for all people. A healthy democracy should allow historically excluded people to build power and exercise agency over their own lives and communities. State preemption of local policy making should only be used to protect the health and well-being of residents, and should create the foundation upon which localities can go further in advancing equity and addressing their communities' needs. Unfortunately, preemption today is being abused specifically to undermine a healthy democracy and harm people.

Building a more equitable and just society means that every community should have the authority and autonomy to advance equitable policies and how to most urgently meet the needs of their residents. We're committed to supporting this work by both sharing best practices and supporting locally led strategies that center local expertise and lived experience.

The increased abuse of preemption - when a higher form of government strips authority from a lower level of government - has created demand for cross-movement collaboration through broad and diverse state coalitions and the development and deployment of innovative strategies to educate and engage grassroots activists, advocates, local and state elected officials, and more. To meet these needs, LSSC has been providing deep coalition development support, helping advocates align on shared goals, and craft and execute effective campaign strategies. Additionally, LSSC has helped raise the profile of preemption and its consequences, educated and connected advocates, elected officials and city attorneys, worked with the legal community to file challenges and amicus briefs, changed the language and messaging used to define state interference and make the case for local democracy, and, built cross-issue coalitions that have worked collaboratively at the grassroots level to counter or repeal preemption.

LSSC works in (currently) six core states: AZ, FL, NC, PA, TN, TX. We anticipate expanding our work to several other states in 2022. Each state in which we work has a coalition of organizations and grassroots partners, all aligned on the same mission and goal. As a hub, we are not a stand-alone organization; our work is conducted in tandem with our partners, driven by their needs and the needs of the communities they serve.

As LSSC looks ahead to 2022, we intend to support our growing team with the addition of a contract Legislative Tracking Consultant to start on January 3, 2022.

What We Are Looking For

LSSC is looking for a consultant to work in partnership with our Legal Team Lead at the Public Rights Project (PRP) and across the full LSSC team to provide legislative tracking and analysis.

Our Legislative Tracking Consultant will be responsible for (1) developing and maintaining real-time state-level legislative tracking on preemption issues during the 2022 legislative session; and, (2) providing tracking and trend analysis to support LSSC's state campaign, public education, and communications efforts.

This person will be a core member of LSSC's team, collaborating with members of our State Campaigns, Legal, Research, and Communications teams to ensure effective and efficient tracking coordination and communication across the full team.

Scope of Work

Provide real-time legislative tracking services to LSSC and our network, including:

- Setting the scope of preemption legislation to track in 2022 with input from the LSSC core team, state campaigns, and partner organizations. LSSC's tracking needs are a mix of state-specific tracking, national trends analysis, and issue-specific trends identification, including but not limited to public health, public safety, housing, workers, LGBTQ+, and immigration.
- Identifying proposed bills for inclusion in 2022 tracker by:
 - Consulting partner organizations and individual resources for lists of bills.
 - Consulting allied listservs, mailing lists, and newsletters.
 - Researching opposition priorities to predict trends and inform tracking.
 - Implementing Google alert system and complete regular (weekly or daily) review of hits to identify new bills.
 - Partnering with LSSC's State Campaigns Team to ensure that LSSC's priority state campaigns' bills are captured and tracked.
 - Utilizing automated bill tracking service to supplement manual collection of bills
- Organizing identified legislation into tracking tool, including:
 - Updating individual bill entries to reflect progress and amendments throughout the legislative session, with the support of LSSC and PRP interns.
 - Developing and managing the tracking tool and creating best practices and systems for ongoing tracking efforts.
- Partnering with LSSC's Lead Consultant and Communications Team to leverage tracking and trend identification to inform LSSC's strategic communications and public education efforts. More specifically, the Legislative Tracking Consultant will:
 - Share trend analysis on a regular basis to allow the Communications Team to anticipate emerging communications and messaging needs.
 - Provide regular and ad hoc tracking information (e.g. bill counts, state breakdowns, issue breakdowns, etc.) and written summaries (e.g. narrative reports, memos, or other written updates) to support LSSC's public education efforts, content creation for distribution to our network, and the Communications Team's preparation of reports, products, and tool kits.
 - Present identified trends, the legislative progress of specific bills, and analysis of legislative language to the wider LSSC team, LSSC's State Campaigns Team, and outside partners.
- Integrating into LSSC's broader team through participation in LSSC's holistic strategic planning efforts, regular team and network meetings, and LSSC programmatic offerings

Core Competencies

The Legislative Tracking Consultant should possess the following skills and experience:

- Demonstrate a passion for and commitment to cross-movement work to combat the abuse of preemption, strengthen local democracy, and reform home rule

- Understand the connection between the current misuse of state preemption and the systemic oppression of Black, Indigenous, and People of Color (BIPOC), women, LGBTQ people, immigrants, and workers in low-wage industries
- The ability to build strong partnerships with a diverse set of stakeholders
- Experience developing and maintaining complex legislative tracking systems, with a preference for knowledge of legislative databases
- Understanding and experience with the legislative process at the federal or state level a plus but not required
- The ability to analyze and present extensive data to discern preemption trends, including in graphical or chart summary form
- Exceptional writing skills
- Vision, creativity, and planning
- The flexibility, humor, and humility to thrive in a fast-paced remote environment with a constellation of fellow consultants and partner organizations

How to Submit a Proposal

The Legislative Tracking Consultant will be an independent contractor and will execute a contract with LSSC's fiscal sponsor, New Venture Fund, to start on January 3, 2022 to run through June 30, 2022 with the option to renew for the remainder of 2022 and the hope of continuation in a multi-year arrangement.

Interested independent contractors or consulting firms are encouraged to submit a proposal to lssc@supportdemocracy.org. Please reference the proposal in the subject line of your email. Proposals will be reviewed on a rolling basis until the position is filled. Priority will be given to proposals submitted by December 1, 2021.

Your proposal should demonstrate that you meet the expectations outlined above, with a particular focus on your (1) alignment with our values and approaches; (2) ability to meet the expectations outlined in the scope of work; and, (3) your availability to meet with a member of the LSSC team and to start by January 3, 2022.

The contract for the Legislative Tracking Consultant is an \$5,000 monthly retainer, to be invoiced monthly. We encourage individuals and firms led by BIPOC, women, LGBTQ folks, and immigrants to submit a proposal. We do not discriminate on the basis of race, color, religion, gender, gender identity, sexual orientation, disability, national origin, age, marital, and/or veteran status or any other characteristic or activity protected by federal, state, or local law.